

Board Member Role Description – Public School Academy

Authorized by Grand Valley State University

Role Summary

The Board of Directors is the governing body of a Michigan Public School Academy (PSA) authorized by **Grand Valley State University (GVSU)**. Board members serve as public officials and fiduciaries responsible for the school's academic success, financial health, and legal compliance in accordance with the charter contract and Michigan law.

Key Responsibilities

- Govern the school in alignment with the charter contract, bylaws, and GVSU authorizer expectations.
- Set and monitor the school's mission, goals, and strategic direction.
- Oversee academic performance and school improvement using data and reports.
- Approve and oversee the annual budget, financial reports, and independent audit.
- Hire, support, and evaluate the school leader or oversee the Educational Service Provider, as applicable.
- Ensure compliance with Open Meetings Act (OMA), Freedom of Information Act (FOIA), and ethics requirements.
- Participate in required training and maintain a professional working relationship with GVSU.

Time Commitment

- Attend regular board meetings and special meetings as required
- Participate in committees and required training
- Estimated **2–4 hours per month**

Qualifications

- Commitment to public education and student success
- Willingness to learn Michigan charter governance and GVSU requirements
- Experience in education, finance, law, governance, or community leadership is helpful but not required
- Ability to act independently, collaboratively, and in the best interest of the school

Service Terms

- Appointed in accordance with the school's bylaws and charter contract
- Voluntary, unpaid position
- Board members are public officials and must meet all legal and ethical obligations



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